

**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2004 - JUNE 30, 2005**

COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS

**1. DEPARTMENT/COURT INFORMATION:**

2005 JUL 22 PM 12:16

Department/Court: Assessor/Recorder/County Clerk

THOMAS J PASTUSZKA  
CLERK OF THE BOARD  
OF SUPERVISORS

Division/Unit:

**2. VOLUNTEER PROGRAM BENEFITS:**

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	11	Hours	2128	x	\$17.55	=	\$37,346.40
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Types of work performed by GENERAL VOLUNTEERS in this category:

clerical/office support, wedding ceremonies

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	0	Hours		x	\$17.55	=	
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

<u>Position</u>	<u>Hours</u>	x	<u>VCL</u>	=	<u>Dollar Benefit</u>
Appraiser III	368		28.73		\$10,572.64
"	40		28.73		\$ 1,149.20
Division Chief I	24		44.54		\$ 1,068.96
Assessment Clerk	567		15.30		\$ 8,675.10

No. Vol.	4	Total Hours	999	Total Value	=	21,465.90
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Appraiser-related duties, aircraft tie down checks, updates to audit systems, mobile home/roll corrections processing

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>		<u>Dollar Benefit</u>
2a:	<u>11</u>	<u>2128</u>	\$	<u>10,572.64</u>
2b:	<u>0</u>	<u>----</u>	\$	<u>-----</u>
2c:	<u>4</u>	<u>999</u>	\$	<u>21,465.90</u>

<b>TOTALS</b>	<u>15</u>	<u>3127</u>	\$	<u>32,038.54</u>
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3. DONATIONS TO VOLUNTEER PROGRAM: None

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
<u>                    </u>	<u>                    </u>	<u>                    </u>	\$
<u>                    </u>	<u>                    </u>	<u>                    </u>	\$

**TOTAL VALUE \$**

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 50 x Rate \$ 20.22 = \$1,011.00

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 25 x Rate \$ 42.74 = \$1,068.50

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.): None

Item	Cost

TOTAL OF OTHER PROGRAM COSTS

=

\$ none

- d. TOTAL OF VOLUNTEER PROGRAM COST =  
(add 4a, 4b, and 4c)

\$ 2,079.50

5. **NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 32,038.54

b. Total of Donations to Volunteer Program, Item 3 (page 2) \$ - 0 -

ADD a + b \$ 32,038.54

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) (\$ 2,079.50)

TOTAL PROGRAM BENEFIT \$ 29,959.04

6. **RECRUITING:**

Please describe your recruiting programs:

Partnership with the County's Area Agency on Aging, Retiree Seniors Volunteers Program (RSVP)

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES; ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Nominated a retired seniors volunteer as "Volunteer of the Year"

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2005-06:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Continue to use the RSVP for recruitment and increase the number of volunteers

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Rowena Reno

Phone Number: 619-685-2400 Mail Stop A-4 E-Mail Rena.Reno@sdcounty.ca.gov

Volunteer Coordinator: Rowena Reno

Phone Number: 619-685-2400 Mail Stop A-4 E-Mail Rena.Reno@sdcounty.ca.gov

10. **DEPARTMENT CERTIFICATION:**



DEPARTMENT HEAD SIGNATURE

**7-21-05**

DATE